



# *COMMONWEALTH of VIRGINIA*

## *Department for the Aging*

Jay W. DeBoer, J.D., Commissioner

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*COMMONWEALTH of VIRGINIA*  
*Department for the Aging*  
Jay W. DeBoer, J.D., Commissioner

**MEMORANDUM**

**TO:** Executive Directors  
Area Agencies on Aging

**FROM:** Faye D. Cates, MSSW, Human Services Program Coordinator

**DATE:** September 13, 2005

**SUBJECT: HOUSING RESOURCES NEEDED FOR HURRICANE KATRINA  
EVACUEES RELOCATING TO VIRGINIA**

Several thousand hurricane victims will be heading to Fort Pickett in Blackstone in the coming weeks. Many housing and social service professionals will be assigned to work with these evacuees when they arrive. Needed immediately is a listing of available housing resources in Virginia.

A web site has been created to list available properties, <http://www.hurricanehousing.net> is a national database, but there is a section for housing resources in Virginia. Caseworkers working with these families will need to know where they can refer these families.

**Please alert your clientele and local property owners and ask them to enter any information on available housing they have or are aware of.** For those seniors who have available space and no access to the Internet, please have staff post the information for them. This is a time for all of us to rally around the hurricane victims who have lost everything they have.

*COMMONWEALTH of VIRGINIA*  
*Department for the Aging*  
Jay W. DeBoer, J.D., Commissioner

**MEMORANDUM**

**TO:** Executive Directors  
Area Agencies on Aging

**FROM:** Cecily Slasor  
Administrative Program Specialist

**DATE:** September 13, 2005

**SUBJECT:** Freedom of Information Act (FOIA) Workshops

Please see attached information regarding five workshops to be held around the state in October. The workshops should be of interest to state and local officials, public information officers, local government, and anyone with an interest in FOIA rights and responsibilities.

# FOIA 2005

A series of workshops on the Virginia  
Freedom of Information Act



## Sponsors:

Virginia Freedom of Information  
Advisory Council  
Office of the Attorney General  
Local Government Attorneys of Virginia  
Virginia Association of Broadcasters  
Virginia Association of Chiefs of Police  
Virginia Association of Counties  
Virginia Coalition for Open Government, Inc.  
Virginia Government Communicators  
Virginia Municipal League  
Virginia Press Association  
Virginia School Boards Association  
Virginia Sheriffs' Association

## FOIA 2005 WORKSHOPS

8:30 a.m. - 9:00 a.m.

**Registration & Continental Breakfast**

9:00 a.m. - 10:30 a.m.

**Open Records: FOIA Rights and  
Responsibilities**

10:30 a.m. - 10:45 a.m.

**Break**

10:45 a.m. - 12:15 p.m.

**2005 Legislative Update; Charging for records**

12:15 p.m. - 1:00 p.m.

**Lunch (box lunches provided)**

1:00 p.m. - 2:30 p.m.

**Concurrent Sessions:**

- **Open Meetings: What you need to know to about notice, exemptions, and agenda packets**
- **Criminal Records: Finding the balance between the right of access and public safety**

Application pending for Virginia Mandatory  
Continuing Legal Education Board -  
4.5 credits (0 ethics credits).

Application pending for Department of Criminal  
Justice Services for legal and elective in-service  
credit.

**NOTE:** Please be aware that this registration  
form is "FOIA-able" and must be released if  
requested. You may wish to keep this in mind  
when completing the registration form. You must  
include your name, but may limit the other  
contact information you provide to that which  
you would feel comfortable releasing to the  
public should a FOIA request be made.

## Dates and Locations of Workshops

**Tuesday, October 11**

**Abingdon, VA**

*The Martha Washington Inn*

150 West Main Street

[www.marthawashingtoninn.com](http://www.marthawashingtoninn.com)

**Wednesday, October 12**

**Harrisonburg, VA**

*Four Points Hotel Sheraton*

1400 East Market Street

[www.harrisonburgva4points.com](http://www.harrisonburgva4points.com)

**Tuesday, October 18**

**Fairfax, VA**

*Best Western Fairfax*

3535 Chain Bridge Road

[www.bestwesternfairfax.com](http://www.bestwesternfairfax.com)

**Wednesday, October 19**

**Richmond, VA**

*Crowne Plaza Richmond West*

6531 West Broad Street

I-64 & Exit 183B, W. Broad St.

[www.crowneplaza.com](http://www.crowneplaza.com)

**Thursday, October 20**

**Norfolk, VA**

*Hilton Norfolk Airport*

1500 Norfolk Military Hwy

[www.norfolk Hilton.com](http://www.norfolk Hilton.com)

**Who should attend:** The program should be of  
interest to state and local officials, public  
information officers, municipal clerks, the media,  
local government attorneys, attorneys who practice  
before state and local government, school board  
and law enforcement personnel and anyone with an  
interest in FOIA.

**For more information, please visit our website:**

<http://dls.state.va.us/foiacouncil.htm>

**Freedom of Information Workshop E-mail Registration**

(Tab Between Fields)

Name: \_\_\_\_\_ Enter Attendee's Name \_\_\_\_\_

Affiliation: \_\_\_\_\_ Enter Organization Name \_\_\_\_\_

Address: \_\_\_\_\_ Enter Your Address \_\_\_\_\_

City: \_\_\_\_\_ Enter Your City \_\_\_\_\_, VA Zip: \_\_\_\_ Enter Zip \_\_\_\_

Phone Number: \_\_\_\_\_ Enter Your Phone \_\_\_\_\_

E-mail address: \_\_\_\_\_ Enter Your E-mail Address \_\_\_\_\_

(Your confirmation will be sent to your e-mail address)

Choose LOCATION & DATE of seminar you wish to attend below:

Choose from Drop Down List >

CHECK WILL BE MAILED IN AMOUNT OF \$ \_\_Ck Amt\_\_

**1. SAVE THIS FORM AS A WORD DOCUMENT AND E-MAIL AS AN**

**ATTACHMENT TO: mmontgomery@leg.state.va.us**

**2. PLEASE INCLUDE ATTENDEE NAME ON CHECK.**

**3. PLEASE ATTACH A COPY OF THIS REGISTRATION FORM**

**WITH YOUR CHECK.**

**PLEASE COMPLETE ONE FORM PER ATTENDEE**

**Registration Fee - \$50 per person, which includes continental breakfast,  
box lunch, workshop and handouts.**

Please e-mail form and mail check payable to the **Treasurer of Virginia** to:

Freedom of Information Advisory Council (Fed.ID 546001744)

910 Capitol Street, 2nd Floor

General Assembly Building

Richmond, Virginia 23219

**If you have other questions, please contact: Michelle Montgomery,  
(804) 786-3591, MMontgomery@leg.state.va.us.**

**CANCELLATION POLICY:** Cancellations must be in writing. Refund will be given for cancellations received at least 5 days prior to the workshop. **NO REFUNDS** will be given for no-shows.

Registration will be accepted after a September 30, 2005, deadline on a space available basis only. See contact information above.

\*\*\*\*\* For FOIA Use Only \*\*\*\*\*

Date: \_\_\_\_\_ Amt Paid: \_\_\_\_\_

Check # \_\_\_\_\_ Ck Rec'd. ☐ E-mail Reg. ☐ 1 ☐ Gr. ☐

**ATTENDEE REGISTRATION BY E-MAIL**

***Back by Popular Demand !***

This year our workshops will again include an interactive session on open records where attendees will break out into groups and discuss hypothetical FOIA situations. The goal of this segment is to provide an opportunity for your insights and to help everyone better understand the issues facing the person on the "other side of the counter," emphasizing that making and responding to a FOIA request should not be an adversarial process.

In addition, we want to answer **your** questions regarding FOIA. In the space below (or you may e-mail us at [foiacouncil@leg.state.va.us](mailto:foiacouncil@leg.state.va.us)), please note any questions you may have or areas of FOIA that you would like covered. We look forward to seeing you there.

Questions/Issues: PLEASE ENTER QUESTIONS OR ISSUES

**COMMONWEALTH of VIRGINIA**  
*Department for the Aging*  
Jay W. DeBoer, J.D., Commissioner

**MEMORANDUM**

**TO:** Executive Directors, Area Agencies on Aging  
Legal Service Developers  
VICAP Coordinators

**FROM:** E. Janet Riddick, Director – Center for Elder Rights

**DATE:** September 13, 2005

**SUBJECT:** **Registration Materials for VICAP & Legal Service Developers**  
**Annual Statewide Legal Aid Conference: November 2 – 4, 2005**  
**Registration Deadline – September 20, 2005**

Enclosed are registration materials for the upcoming training provided by VDA in conjunction with the 2005 Annual Statewide Legal Aid Conference. Completed registration materials must be returned to VDA, to Janet Dingle Brown, by September 20, 2005. Please complete a set of registration materials for each participant and fax them to Ms. Brown at (804) 662-9354. If you have questions, please contact Ms. Brown at (804) 662-7049 or by email at [janet.brown@vda.virginia.gov](mailto:janet.brown@vda.virginia.gov).

VDA will pay for training costs (hotel accommodations and meal package) for each registered participant, subject to a maximum of two participants from each AAA (i.e. one VICAP and one LSD participant from each AAA). VDA will provide hotel accommodations for Wednesday, November 2<sup>nd</sup> and Thursday, November 3<sup>rd</sup> with a November 4<sup>th</sup> checkout date. Group meals will be provided at the conference hotel as follows: Dinner on Wednesday, November 2<sup>nd</sup> and Thursday, November 3<sup>rd</sup>; Breakfast on Thursday, November 3<sup>rd</sup> and Friday, November 4<sup>th</sup>; and Lunch on Thursday, November 3<sup>rd</sup> and Friday, November 4<sup>th</sup>.

If an AAA desires to register more than two participants, this is permissible. However, VDA will only pay the costs for a maximum of two participants from each AAA (i.e. one VICAP and one LSD participant from each AAA). If an AAA wants to send more than two people, that AAA must pay the additional costs involved (approximately \$275 for each additional person).

Looking forward to seeing you in November!

1610 Forest Avenue, Suite 100, Richmond, Virginia 23229  
Toll-Free: 1-800-552-3402 (Voice/TTY) • Phone: 804-662-9333 • Fax: 804-662-9354  
E-mail: [aging@vda.virginia.gov](mailto:aging@vda.virginia.gov) • Web Site: [www.vda.virginia.gov](http://www.vda.virginia.gov)

**2005 ANNUAL STATEWIDE LEGAL AID CONFERENCE (ASC)**  
**THE HILTON HOTEL – VIRGINIA BEACH, VIRGINIA**  
**NOVEMBER 2<sup>ND</sup> – 4<sup>TH</sup>, 2005**

**VICAP & LSDs/AAA REGISTRATION FORM**

Name \_\_\_\_\_ Position/Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

**Meals:**

\_\_\_\_\_ Vegetarian (all meals) \_\_\_\_\_ Regular plated (all meals)

*(Please make sure that the meal plan you have checked is correct as the hotel will be unable to accommodate any changes during the conference. If no preference is indicated, participants will be given the regular plated menu items.)*

Please place an 'X' mark in the spaces below that correspond with your meals needs.

Wednesday November 2 <sup>nd</sup>	Thursday November 3 <sup>rd</sup>			Friday November 4 <sup>th</sup>	
D	B	L	D	B	L

**B=Breakfast**

**L=Lunch**

**D=Dinner**

**Registration Fee:                      Waived**

**Hotel:**

VICAP/LSDs will be housed in overflow hotel  
Courtyard Marriott Oceanfront North  
3737 Atlantic Avenue  
Virginia Beach, VA 23451

Accommodations Needed for: \_\_\_\_\_ Wednesday    \_\_\_\_\_ Thursday

**Deadline:    September 20, 2005**

**\*\*\*There will be NO On-Site Registration\*\*\***

**PLEASE RETURN TO:**

Janet Dingle Brown, Esq., Guardianship Coordinator and Legal Services Developer  
Virginia Department for the Aging  
1610 Forest Avenue, Suite 100  
Richmond, Virginia 23229-5009  
(804) 662-7049 Telephone, (804) 662-9354 Fax

**2005 ANNUAL STATEWIDE LEGAL AID CONFERENCE (ASC)**  
**The Hilton Hotel, 3100 Atlantic Avenue, Virginia Beach, VA • (757) 213-3100**  
**November 2 - 4, 2005**

**VICAP & LSDs/AAA REGISTRATION FORM**

**Deadline: September 20, 2005**

**\*\*\*There will be NO On-Site Registration\*\*\***

**Workshop Selection**

Please check which professional development workshops you are interested in attending during the ASC. After completion, return this form to the Virginia Department for the Aging, Janet Dingle Brown. For a complete description of the workshops, please see attachment. **Please note the mandatory classes for VICAP and LSDs on Friday November 4, 2005 beginning at 8:30 A.M.**

(\* Indicates workshop is offering CLE credit)

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Firm/Organization: \_\_\_\_\_ Email: \_\_\_\_\_

**Wednesday, November 2, 2005**

***Time: 1:30 p.m. - 3:15 p.m.***

- ☐ Nursing Home Discharge Defenses\*
- ☐ Children As Witnesses\*
- ☐ TANF & ADA\*
- ☐ Administrators Roundtable

***Time: 3:30 p.m. - 5:15 p.m.***

- ☐ Car Title Loans and Other Predatory Lending\*
- ☐ McKinney-Vinto Homeless Act\*
- ☐ Community Lawyering\*
- ☐ Advanced Medical Directives & Estate Planning\*
- ☐ Time Management

**Thursday, November 3, 2005**

***Time: 8:30 a.m. - 10:15 a.m.***

- ☐ In School, The Right School, Finish School:  
Improving Educational Opportunities for Court-  
Involved Children\*
- ☐ The Impact of the New Bankruptcy Laws\*
- ☐ Medicare Part D\*
- ☐ Support Staff Roundtable
- ☐ Housing Issues (for Clients)

***Time: 1:30 p.m. - 3:15 p.m.***

- ☐ A CE's View of Social Security Mental  
Impairments\*
- ☐ Employment Laws You Need to Know to Aid the  
Terminated Employee: From Employment at  
Will to Title VII: Avoiding Pitfalls\*
- ☐ Trial Tips for Family Law Litigation\*
- ☐ Medicaid & Medicare Issues (for Clients)

***Time: 10:30 a.m. - 12:15 p.m.***

- ☐ SSI Deeming Issues\*
- ☐ The City and The Renter: Occupancy Permits,  
Rental Inspections, Code Violations and  
Condemnations\*
- ☐ Basic Medicaid\*
- ☐ ProBono.net
- ☐ Effective Non-Profit Management



**Friday, November 4, 2005**

***Time: 8:30 a.m. - 10:15 a.m.***

- \_\_\_ Tape Recording, Emails, Eavesdropping & Family Law (ETHICS)\*
- \_\_\_ Pro Bono Roundtable
- \_\_\_ Effective Communication
- \_\_\_ Social Security Issues (for Clients)
- \_\_\_ **VICAP (8:30 a.m. – 9:30 a.m.) REQUIRED**
- \_\_\_ **LSD (9:30 a.m. – 10:30 a.m.) REQUIRED**

***Time: 10:45 a.m. - 12:30 p.m.***

- \_\_\_ Medicaid Asset Protection\*
- \_\_\_ Taking Depositions\*
- \_\_\_ Assisted Living Facilities\*
- \_\_\_ Applicant/Client Interviewing & Ethics for                      Support Staff & Intake Workers

## **PROFESSIONAL DEVELOPMENT WORKSHOPS – COURSE DESCRIPTIONS**

Below is a chronological listing of workshops being offered at the 2005 Annual Statewide Legal Aid Conference (ASC). Please review carefully.

**ATTORNEY CONFERENCE PARTICIPANTS:** You will receive 1.75 continuing legal education (CLE) credits for each law workshop that you attend. 2.00 hours of Ethics credit can be obtained by taking the *Ethics* workshop scheduled for November 4<sup>th</sup> from 8:30 a.m. to 10:15 a.m. An asterisk (\*) indicates that workshop offers CLE credits.

### **Wednesday, Nov. 2<sup>nd</sup>**

#### **1:30 p. m. - 3:15 p. m.**

**\* Nursing Home Discharge Defenses - Instructors:** Kathy Pryor, Staff Attorney, Virginia Poverty Law Center, Richmond, VA; Anne See, Public Benefits/Elder Law Paralegal, Blue Ridge Legal Services, Harrisonburg, VA; Joani Latimer, Virginia Long-Term Care Ombudsman, Virginia Association of Area Agencies on Aging, Richmond, VA

**1.75 CLE Credits**

**\*Children as Witnesses - Instructors:** Sharon England, Esq, Richmond, VA; Dr. Michele Nelson, Forensic Psychological Associates, Midlothian, VA

**1.75 CLE Credits**

**\* TANF & ADA - Instructor: TBA**

**1.75 CLE Credits**

**Administrators Roundtable** – Sharing information on current topics of interest among legal aid administrators. Panel: Raquel Colon, Deputy Director/ Administrator, Legal Services of Northern Virginia, Falls Church, VA; Wanda Holsapple, Program Administrator, Blue Ridge Legal Services, Harrisonburg, VA; Virginia Needham, Director of Finance & Administration, Legal Aid Justice Center, Charlottesville, VA

### 3:30 p.m. - 5:15 p.m.

**\*Car Title Loans & Other Predatory Lending -**  
*Instructors: Jay Speer, Staff Attorney, Virginia Poverty Law Center, Richmond, VA; Martin Wegbreit, Senior Managing Attorney, Central Virginia Legal Aid Society, Richmond, VA*

**1.75 CLE Credits**

**\* The McKinney-Vinto Homeless Act -** *Instructor: Raymond Hartz, Executive Director, Legal Aid Society of Eastern Virginia, Norfolk, VA*

**1.75 CLE Credits**

**\* Community Lawyering -** *Instructor: Jim Hingeley,*

*Public Defender, Public Defender's Office, Charlottesville, VA,*

**1.75 CLE Credits**

**\*Advanced Medical Directives & Estate Planning -**  
*Instructor: Ed Zetlin, Staff Attorney, Legal Services of Northern Virginia, Falls Church, VA*

**1.75 CLE Credits**

**Time Management -** *Instructor: Smokie Sizemore, Motivational Speaker, Richmond, VA*

### Thursday, Nov. 3<sup>rd</sup>

#### 8:30 a. m. - 10:15 a.m.

**\* In School, The Right School, Finish School: Improving Educational Opportunities for Court-Involved Children** – This workshop will provide participants with the information and tools necessary to help children in the delinquency and foster care systems secure greater educational opportunities and success.  
*Instructor: Andrew Block, Legal Director, JustChildren – Legal Aid Justice Center, Charlottesville, VA*

**1.75 CLE Credits**

### Thursday, Nov. 3<sup>rd</sup>

#### 8:30 a. m. - 10:15 a.m. cont.

**\* The Impact of the New Bankruptcy Laws -** *Instructor: Rusty Boleman, Boleman Law Firm, P.C., Richmond, VA*

**1.75 CLE Credits**

**\* Medicare Part D -** *Instructor: Gene Coffey, Attorney,*

#### 10:30 a. m.-12:15 p.m.

**\*SSI Deeming Issues -** *Instructor: Anne Van Soest, Staff Attorney, Legal Services of Northern Virginia*

**1.75 CLE Credits**

**\* The City and the Renter: Occupancy Permits, Rental Inspections, Code Violations and Condemnations -**  
*Instructor: TBA*

**1.75 CLE Credits**

**\* Basic Medicaid -** *Instructor: Jill Hanken, Staff Attorney, Virginia Poverty Law Center, Richmond, VA*

**1.75 CLE Credits**

*National Senior Citizens Law Center, Washington, DC*

**1.75 CLE Credits**

**Support Staff Roundtable** – Discussion on support staff issues, such as how to handle difficult clients over the phone or in person, case filing and training support staff.  
*Instructors: Raquel Colon, Deputy Director/Administrator, Legal Services of Northern Virginia, Falls Church, VA; Michelle King, Senior Legal Assistant, Petersburg, VA*

**Housing Issues (for clients) –** *Instructor: TBA*

**Pro Bono.net** - Participants will learn how to use this important new technological tool. *Facilitator: Sarah Jane Wyatt, Community Outreach Coordinator, Virginia Poverty Law Center, Richmond, VA;*

**EffectiveNon-Profit Management** - This interactive workshop will focus on several non-profit leadership or management styles with a particular focus on the identification and management of volunteers. Participants will analyze the particular leadership challenges confronting their own and other non-profit organizations in

today's increasingly dynamic environment. Leadership credibility, proactive change/ innovation, and staying focused on the non-profit's mission will serve as the critical components to effectively leading and managing

volunteers specifically and the non-profit in general. *Instructor: Dr. Ronald Sims, Professor, Graduate School of Business – College of William & Mary, Williamsburg, VA*

## 1:30 p. m. - 3:15 p.m.

**\*A CE's View of Social Security Mental Impairments –** This workshop will cover the procedures and techniques used to assess psychiatric disability for Disability Determination claims. Interviewing techniques, commonly given psychological tests, and specific areas of functional impairment needed to determine claims will be discussed. Extensive time for questions and answers will be provided. *Instructor: Dr. Dana Blackmer, Licensed Clinical Psychologist, Richmond, VA*

**\* Employment Laws You Need to Know to Aid the Terminated Employee: From Employment at Will to**

**Title VII: Avoiding Pitfalls –** Basic overview and discussion of employment laws, Title VII from EEOC to the federal courtroom, with emphasis on employer's bad behavior. *Instructor: Lisa A. Bertini, Esq., Norfolk, VA*  
**1.75 CLE Credits**

**\* Trial Tips for Family Law Litigation - Instructor: TBA**  
**1.75 CLE Credits**

**Medicaid & Medicare Issues for Clients - TBA**

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## Friday, Nov. 4<sup>th</sup>

\_\_\_ **VICAP (8:30 a.m. – 9:30 a.m.) REQUIRED**

\_\_\_ **LSD (9:30 a.m. – 10:30 a.m.) REQUIRED**

## 10:45 a. m.-12:30 p.m.

**\* Medicaid Asset Protection –** Workshop will teach attendants the basic rules for Medicaid for adults, with emphasis on spousal rights and special trusts for disabled persons. *Instructors: Shawn Majette, Esq., Attorney, Thompson & McMullan, P.C., Richmond, VA; Jill Hanken, Staff Attorney, Virginia Poverty Law Center, Richmond, VA*

**1.75 CLE Credits**

**\* Taking Depositions - Instructor: John Cole Gayle, Jr., Esq., The Consumer Law Group, P.C., Richmond, VA**

**1.75 CLE Credits**

**\* Assisted Living Facilities –** This workshop will explain the following: Regulations, Public Pay Eligibility, Screening requirements and Facility regulations. *Instructor: William Parcell, Family Services Specialist, Virginia Department of Social Services, Rocky Mount, VA; Susan Hackney, Regional Licensing Administrator, Virginia Department of Social Services, Virginia Beach, VA*

**1.75 CLE Credits**

**Applicant/Client Interviewing and Ethics for Support Staff and Intake Workers – Instructors: Nancy Glickman, Managing Attorney, Blue Ridge Legal Services, Winchester, VA; Martin Wegbreit, Senior Managing Attorney, Central Virginia Legal Aid Society, Richmond, VA**

**End**

*COMMONWEALTH of VIRGINIA*  
*Department for the Aging*  
Jay W. DeBoer, J.D., Commissioner

MEMORANDUM

**TO:** Executive Directors  
Area Agencies on Aging

**FROM:** Faye D. Cates, MSSW, Human Services Program Coordinator

**DATE:** September 13, 2005

**SUBJECT: AREA AGENCIES ON AGING WHO ARE PUBLIC TRANSIT PROVIDERS**

In March 2005 I requested information on those Area Agencies on Aging who are public transportation providers. I received information from Mountain Empire Older Citizens (PSA 1), Appalachian Agency For Senior Citizens (PSA 2), District Three Senior Services (PSA 3), New River Valley Area Agency on Aging (PSA 4), Lake Country Area Agency on Aging (PSA 13), and Bay Aging (PSA 17/18). The attachment provides a synopsis of these transit systems. For those of you who are interested in becoming a public transit provider I have provided contact information for you.

## **Mountain Empire Older Citizens, Inc.**

### **Mountain Empire Older Citizens, Inc. operates MEOC Transit**

#### **Description:**

MEOC provides weekday service all year. The service area is rural and mountainous, with a population of just over 90,000, 15 percent of which are over the age of 65. Coal mining has been the dominant industry in this part of the state for many decades. In addition to general public transportation, MEOC provides a variety of services tailored to the individual requirements of anyone in their service area.

**Fleet:** A diverse fleet of vehicles including station wagons, minivans, vans, lift-equipped vans, and body-on-chassis vehicles are utilized.

**Type of Services:** Able-bodied people without cars can get a ride wherever they need to go, using the general public **demand-responsive system**. People requesting a higher level of service must first meet with a caseworker. The caseworker determines their level of need and reports to MEOC. The level of service afforded to that person depends on the caseworker's report. People who are too frail to ride a bus for several hours are eligible for the MEOC One-on-One service. MEOC is able to provide one-on-one service only to those who need it, without having to provide it to those who simply want it. For this service, a driver picks up a client at his/her home, drives to the appointment and waits for the client to finish, takes the client to the pharmacy (if necessary), and then takes the client home. In some situations, a driver will pick up a blank check and a shopping list from a client and do that person's grocery shopping. The driver will then bring the groceries to the client's home and put them away for the client. In some extreme cases, drivers will actually move a client in a Mountain Empire vehicle, packing all of the client's belongings and transporting them to an elderly care facility or apartment. MEOC prides itself on making extra efforts to meet the needs of the elderly clients in the service area.

**Scheduling:** MEOC is a prime example of how same-day scheduling can be integrated into the delivery of paratransit service. Although they do not guarantee that a same-day trip request will be met (trip requests made with 24-hour notice are guaranteed), they are able to meet most same-day requests through computer scheduling and radio contact with drivers. Typically, a dispatcher finds the nearest driver, contacts the driver on the radio, and asks him or her to fit in an extra pickup and drop-off. This works very well for small, rural systems.

**Service Areas:** Lee, Wise and Scott Counties and the City of Norton

**Fare:** Age 60+ and <18 = 75¢ per Boarding

**Funding:** Federal Transit Administration (FTA, Section 5311) and State aid.

**Contact Person:** Mike Henson, Transit Director  
(276) 523-4202 E-mail: [mhenson@meoc.org](mailto:mhenson@meoc.org)

**Appalachian Agency For Senior Citizens, Inc.**

**Appalachian Agency For Senior Citizens, Inc., operates Four County Transit**

**Fixed Routes**

All non-fixed route areas are served through the demand response service.

**Services Area:** Town of Richlands, Town of Cedar Bluff, Town of Tazewell, Town of Lebanon, Castlewood Route, Dante/Cleveland Route.

Four Seasons Connections (Coordinated Fixed Route between Four County Transit, Graham Transit, and Bluefield Area Transit (W.VA))

Town of Grundy/Buchanan County Transit (fixed route) will begin on April 1, 2005.

In development: Dickenson County Transit

All non-fixed route areas are served through the demand response service.

**Website:** [www.fourcountytransit.org](http://www.fourcountytransit.org)

**Service Area:** Buchanan, Dickenson, Russell, Tazewell Counties

**Partners:** Department of Rail & Public Transit, Counties, Towns, Southwest Virginia Community College (gasoline), Dickenson County Public Schools (gasoline), County Garages (gasoline & maintenance)

**Current Fare:** Demand Response: \$1.00 per one-way trip

Fixed Routes: \$.25 per one-way trip, over 60 with completed Quick Form – free fare, children 5 and younger (accompanied by adult required) - free

**Funding Sources:** Department of Rail and Public Transit, Buchanan County, Dickenson County, Russell County, Tazewell County, Town of Richlands, Town of Cedar Bluff, Town of Tazewell, Town of Lebanon, Town of Grundy

**Service Contracts:** AASC Transportation – Nutrition Sites, Virginia Board for People with Disabilities, Russell County Disability Services Board, Tazewell County Disability Services Board, Generations Day Care

**Other Sources:** LogistiCare, Private Pay (Nursing Home Outings, Fair Associations, Area Festivals, etc.)

**Contact Person:** Leon Alder, Transportation Director, (276) 964-4915

**E-mail:** [lalder@aasc.org](mailto:lalder@aasc.org)

### **District Three Senior Services Operates District Three Public Transit**

**District Three Senior Services has operated District Three Public Transit for the past 20 years.**

**Annual Operating Budget:** About \$1.4 million, with approximately 50 transit vehicles in use.

**Service Area:** District Three Public Transit serves the counties of Bland, Carroll, Grayson, Smyth, Washington, and Wythe, and the City of Galax. (The entire service area except for the City of Bristol, which has its own public transit service). Subsidiary operations include Abingdon Transit, Marion Transit, Wytheville Transit, Galax Transit, Chilhowie Transit, Bland County Transit, Carroll County Transit, Grayson County Transit, Wythe County Transit, and Washington County Transit.

**Fare:** The fare on all systems is \$1 per round trip.

**Funding:** Funding sources include the Federal Transit Administration (FTA, Section 5311) and the state through the Virginia Department of Rail and Public Transit, local government support, fares, and contract revenues.

**Contact Information: David Richardson, Transit Division Manager  
(276) 783-8153**

### **Lake Country Area Agency on Aging**

**Lake Country Area Agency on Aging operates Lake Area Bus (LAB).**

**Service Area:** South Hill, Lacrosse and Brodnax, serves the corporate limits of these three towns.

**Fare:** \$1.00 per boarding

**Funding:** Department of Rail and Public Transit, federal and state funding.

**Contact Information: Johnny Cleaton, Transportation Coordinator  
(434) 447-7661 FAX (434) 447-4074**

## **New River Valley Area Agency on Aging/New River Valley Senior Services**

### **New River Valley Area Agency on Aging operates Pulaski Area Transit "PAT"**

**Funding:** Pulaski Area Transit "PAT" started as a demonstration project with a \$173,000 grant from the Virginia Department of Transportation. This project thus far has been approved for funding from the Federal Transit Administration for fiscal year 2006. Currently funding sources are 95% from the Virginia Department of Rail and Public Transportation and 5% match from the Town of Pulaski.

**Service Area:** Town of Pulaski.

**Partners:** New River Valley Senior Services, New River Valley Agency on Aging and the Town of Pulaski are partners in this system.

**Type of Services:** "PAT" runs in the Town of Pulaski. We run a deviated fixed route using (2) 14 passenger BOC vehicles with lifts. It runs a 24-hour demand response system. We provide 16 hours of service per day 5 days per week.

**Expanded Service Plans:** Next year PAT will increase its hours to 24 hours of service and to 6 days per week.

**Fare:** Regular fare on the deviated fixed route is 75 cents and for ambulatory and \$1.50 per one-way trip for those using mobility devices such as wheelchairs or scooters.

Demand response is \$2.00 per one-way trip.

**Ridership:** Averaging 59 passengers per day. PAT goal is to be up to 100 passengers per day the first year.

**Future Growth:** The opportunity for growth is great with Pulaski County, New River Community College, Radford University and Montgomery County. PAT is currently exploring transportation plans for all of these areas.

**Contact Information:** Gary Heinline, Director of Programs/Transit Manager  
(540) 980-7780 E-mail: [gheinline@psknet.com](mailto:gheinline@psknet.com)

## **Bay Aging**

### **Bay Aging operates Bay Transit.**

**Service Area:** Gloucester, Lancaster, Essex, King William, King & Queen, Mathews, Middlesex, Northumberland, Westmoreland and Richmond Counties. The Towns of Colonial Beach, West Point and Urbanna.

**Name of partners:** None



**Current Fare:** \$1.00 per ride

**Funding Sources:** FTA Section 5311 Public Transportation funds, Virginia Department of Rail and Public Transportation, and each local county and town government.

**Contact Information: Ken Pollock, Transit Manager**  
**(804) 758-2386    E-mail: [kpollock@bayaging.org](mailto:kpollock@bayaging.org)**